



Department of Veterans Affairs

CLASSIFIED DOCUMENT ACCOUNTABILITY RECORD

DATE

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DATE RECEIVED		SUSPENSE DATE		REVIEW DATE	
REGISTERED MAIL NO.					
CONTROL, LOG OR FILE NO.	CLASSIFICATION	NUMBER OF COPIES	DESCRIPTION (Type, File Ref., Unclassified Subject or Short Title and Number of Endorsements/Incls)	DATE OF DOCUMENT	ORIGINATOR

SECTION II - DISCLOSURE RECORD

TO	COPY NO.	DATE	PRINTED NAME	SIGNATURE
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SECTION III - DESTRUCTION CERTIFICATE *(Check appropriate block)*

MATERIAL DESCRIBED HEREON HAS BEEN:			
<input type="checkbox"/> DESTROYED		<input type="checkbox"/> TORN IN HALF AND PLACED IN A CLASSIFIED WASTE CONTAINER	
OFFICE SYMBOL	DATE	PRINTED NAME OF DESTRUCTION AUTHORITY	SIGNATURE
DESTRUCTION RECORD NO.	DATE	PRINTED NAME OF CERTIFYING/DESTRUCTION OFFICIAL	SIGNATURE
PAGE OR COPY NUMBER	DATE	PRINTED NAME OF WITNESSING OFFICIAL	SIGNATURE

SECTION IV - REPRODUCTION AUTHORITY

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